

SAN PEDRO PROPERTY OWNERS ALLIANCE BOARD OF DIRECTORS MEETING

9:00 AM Open Session

Meeting Minutes

Wednesday, August 1, 2012

Meeting Location: San Pedro City Hall
638 S. Beacon Street, Room #452
San Pedro, CA 90731

1. CALL TO ORDER – Eric Eisenberg, President **9:03 AM**
2. BOARD of DIRECTORS –

Eric Eisenberg, The Renaissance Group, President
Jayme Wilson, Spirit Cruises, Vice President / Secretary
Alan Johnson, Jerico Development, Treasurer
Anthony Bilas, Property Owner, Board Member
Gary Larson, Property Owner, Board Member
David Mathewson, Port of Los Angeles, Board Member
B. Bennett Schirmer, Property Owner, Board Member
Camilla Townsend, Port of Los Angeles High School, Board Member
Morris Warschaw, Property Owner, Board Member

In Attendance

Eric Eisenberg

Jayme Wilson

Gary Larson

David Mathewson

B. Bennett Schirmer

Camilla Townsend

Morris Warschaw

3. APPROVAL OF MINUTES – Regular meetings of May 2 & June 6, Special meetings of May 2 & June 14 and the Annual meeting of April 12, 2012
May 2 (regular) – Motion by Mathewson . Second by Townsend. Approved. Schirmer abstained.
May 2 (special) – Motion by Townsend. Second by Mathewson. Approved. Schirmer abstained.
June 6 – Motion by Warschaw. Second by Townsend. Approved. Mathewson and Schirmer abstained. Minutes filed as info only. Quorum was not met. No action items considered.

June 14 (special) Motion by Wilson. Second by Mathewson. Approved. Schirmer abstained.

April 12 (annual) – Motion by Wilson. Second by Warschaw. Approved. Mathewson and Schirmer abstained.

4. PUBLIC COMMENTS –

This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on un-agendized subjects. It is the Board's policy regarding that persons in the audience may address this Board in connection with any agenda item during the public comment period. As provided by the Brown Act, the Board has limited each individual's speaking time to three minutes. Anyone desiring to speak during the public comment period must complete a speaker card and submit it to the Chair prior to the start of the meeting.

Warren Gunter addressed the group to state the importance of having a presence at both the USS IOWA and Crafted to disseminate visitor information daily.

Michael Gatanz congratulated everyone involved in Swingin' Salute. His company, People's Yoga & Dance, was extremely pleased with their participation and the event's results.

5. Old Business

Action Item

5.1 Approval of unanticipated costs for the downtown decorative street lighting project in the amount of \$18,558.

Motion by Townsend. Second by Larson. Approved.

6. Committee Reports

6.1 Marketing & Business Development

- Street Banner Project

The street banner project is complete. Wellington Signs has produced and installed the newly themed banners throughout the district, 25th & Western and Weymouth Corners.

- Swingin' Salute Event – July 6, 2012

Swingin' Salute was a great success thanks to the collective efforts of the board, the Chamber and others. Over 5,000 people attended.

6.2 Public Safety

Glen Danielsen gave an update on the PSA activities for the past month.

7. New Business

Action Items

- 7.1 Approval of financial statements for April, May & June 2012

Motion by Wilson. Second by Schirmer. Approved.

- 7.2 Approval of Travelers' radio equipment and installation at POLA High School at a cost NTE 16,500.

Motion by Wilson. Second by Schirmer. Opposed by Larson and Warschaw. Motion approved.

- 7.3 Consideration of a sponsorship for the HP Lovecraft Filmfest in the amount of \$4,000 plus trolley usage and parking at the Industrial Paint lot.

Motion by Townsend. Second by Wilson. Approved. Warschaw opposed. Mathewson abstained.

- 7.4 Consideration of the PBID leadership role in the production of Dia de los Muertos in partnership with the Grand Vision Foundation SP Chamber, downtown merchants, POLA HS, Marymount College, CD15 and Congresswoman Hahn's office.

Motion by Wilson. Second by Warschaw. Approved. Budget to follow at September meeting.

- 7.5 Consideration of support for San Pedro's Wine, Walk & Shop festival in the amount of \$3,500.

Motion by Townsend. Second by Warschaw. Approved.

- 7.6 Consideration for participation in Cruise Line International Association training seminars at a cost NTE \$1,000.

Motion by Wilson. Second by Schirmer. Approved.

- 7.7 Consideration of a proposal from the Arts, Culture & Entertainment Committee to expand PBID's role in First Thursday.

This item was tabled and will be brought back in September.

- 7.8 Consideration of PBID assuming the cost of advertising the First Thursday Art Walk in Art Scene magazine and an announcement from Visual Art Scene for the year beginning September 2012 at a cost of \$5,600.

Motion by Wilson. Second by Warschaw. Approved.

- 7.9 Consideration of establishing trade mark protection for the new PBID logo at a cost NTE \$2,000.

Motion by Schirmer. Second by Wilson. Approved subject to obtaining a second quote.

- 7.10 Authorization for PBID Executive Director to obtain and bind quotations for SPPOA's liability insurance for the coming year.

Motion by Wilson. Second by Warschaw. Approved.

Non-Action Items

None

8. Executive Director's Report

8.1 PBID Renewal Process

Robbins stated that the petition phase is complete and the petition to renew the PBID has received stakeholder support in excess of 50% of all stakeholders on a size weighted basis. The ordinance to re-establish the PBID has been signed by the Mayor. Ballots will be sent to all stakeholders. The City Council will vote on the ordinance on September 25. If approved, the ballots will be counted following the City Council meeting.

8.2 Independent auditor's annual accounting review and tax filings

The annual accountant's review has been received. Copies were distributed to the board. No significant adjustments were suggested or made by the CPA. The PBID accounting practices and statements as reviewed were found to be appropriate. State and Federal tax filings have been made.

8.3 Citywide BID Consortium Meeting in San Pedro

To be scheduled for the 4th quarter of 2012.

8.4 Window graffiti removal project

The project will be continuing through the summer.

8.5 Community tourism meeting August 28

August 28 PBID will host a San Pedro Tourism marketing group meeting at the Cabrillo Marine Aquarium. Invitees include all SP hotels, the Cabrillo Marine Aquarium, the LA Maritime Museum, the Port of LA, Los Angeles Tourism & Convention Bureau, the LA Travel & Tourism Marketing Assn, Crafted at the Port of LA, USS IOWA and Catalina Express.

8.6 Crafted and USS IOWA kiosks

The kiosks are staffed and open daily during regular operating hours. Venue and guest response has been very positive.

9. NEXT REGULAR MEETING – September 5, 2012

10. Adjournment

11.

The meeting was adjourned at 10:17 AM.